

Computer Classes



November 2012

Dove Library

1775 Dove Lane, Carlsbad CA 92011
Call 760-602-2039 to register.

Tuesday, November 6

Internet Basics 9 to 10 a.m.

Tuesday, November 13

Beginning Word 9 to 10:30 a.m.

Wednesday, November 14

Email Basics 9 to 10 a.m.

 **Tuesday, November 20**

eBooks for Kindle 9 to 10:30 a.m.

Wednesday, November 21

Internet Searching 9 to 10:30 a.m.

 **Tuesday, November 27**

eBooks for iPad 9 to 10:30 a.m.

Wednesday, November 28

MS Office Basics 9 to 10 a.m.



= Registration required

All other classes are first come, first served

Library Learning Center

3368 Eureka Place, Carlsbad CA 92008
Call 760-434-2871 or 760-931-4500 to register.

Tuesday, November 6



eBooks for Nook 2 to 3 p.m.

Wednesday, November 7

Internet Basics 2 to 2:50 p.m.

Tuesday, November 13

Social Networking 1 to 2:20 p.m.

Wednesday, November 14



eBooks for Kindle 11:30 a.m. to 1 p.m.

Wednesday, November 14

Internet Basics 2 to 2:50 p.m.

Wednesday, November 14

Email Basics 3 to 4:30 p.m.

Tuesday, November 27

Beginning Word 1 to 1:50 p.m.

Wednesday, November 28



eBooks for iPad 11:30 a.m. to 1 p.m.

Wednesday, November 28

Internet Basics 2 to 2:50 p.m.

Wednesday, November 28

Internet Tips & Tricks 3 to 4 p.m.



Computer Classes



All classes and tutoring sessions are FREE!

Beginning Word In this workshop you will be creating and editing new documents. Learn how to change font style and size; center, bold and underline; copy, move and delete text; bullets and numbers; spell check and print documents. Basic computer skills required.

Email Basics Set-up a free email account. Start sending messages to friends and family immediately. Practice signing in and out of your new email and get your questions answered. Basic Internet knowledge is required for this class.

Internet Basics The Internet is easier than you think. Join us for a fun and informal introduction to the Internet and start exploring the World Wide Web. This hands-on class is designed for those who have little or no Internet experience.

Internet Searching Discover search engines. Tour a variety of interesting and informative websites. Learn great search strategies and timesaving tips and tricks for online research. This class is designed for those who have basic Internet experience.

Internet Tips & Tricks Learn how to save, print, copy and paste from the Internet. Use tabs, history and favorites. Get maps, play videos and shop online.

Device Specific eBook Introduction Learn how to use the "Serra Digital Download Library" website to access free eBooks from the library.

MS Office Basics Learn how to move files, delete files, highlight, copy and paste, and navigate through programs. We will briefly explore MS Word, PowerPoint, Excel and Internet Explorer.

Computer Tutors at Dove Library Get one-on-one help with email, Internet, MS Word and/or MS Office with a volunteer computer tutor. The tutor can also cover the same material that we cover in classes. Call 760-602-2039 to make an appointment.

Gadget Tutors at Dove Library Learn how to download library eBooks to gadgets in a one-on-one session with a knowledgeable volunteer gadget tutor. Please bring your device so you can set up access to services, install and register apps, and begin enjoying eBooks. Call 760-602-2038 to make an appointment.

Social Networking Connect with family and friends both near and far, find new friends and old friends and promote your business or brand with FACEBOOK. Learn how to share your stories, images, video and more. Internet experience needed.

Business Workshops A rotation of workshops to include Resume Writing, Job Searching, Social Networking for Business and Online Job Applications.